

TOHONO O'ODHAM UTILITY AUTHORITY

Position Description Control Technician I

Department: Water/ Wastewater & Propane
Reports to: Water/ Wastewater & Propane Superintendent
FLSA Status: Nonexempt
Location: Sells, AZ
Shift: 8:00 AM – 4:30 PM
Salary Level: 6
Prepared by: Tohono O'odham Utility Authority
Approved by: Mike Bethurem, General Manager
Approved Date: 06/26/2019

SUMMARY

Operates, installs and repairs pumps, motors, and electrical controls for water and sewer systems, including submersible well pumps, booster stations, and lift stations. Performs work on all types of control systems and automated valves to operate systems. Monitors systems through SCADA to detect and respond to emergencies

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following, as well as other duties as assigned:

- Observes pressure gauges and flow-meters, and adjusts valves to regulate speed of pumps and control pressure and rate of flow.
- Repair, replace and maintain electrical control components and associated wiring for water and sewer systems.
- Monitors and controls pumping of water and wastewater through use of SCADA.
- Maintains pumps and lines by replacing filters and gaskets, tightening connections and adjusting pumps.
- Maintains equipment and inventory needed for assigned work.
- Trouble-shoots pumps, motors, and controls and orders parts and materials needed to make repairs.
- Maintains SCADA System controls.
- Maintains logs/records of daily activities.
- Performs on-call duties as required, for after-hours and weekend emergencies.
- Other duties as assigned.

QUALIFICATIONS

- To perform this job successfully an individual must be able to perform each essential duty satisfactorily.
- The requirements listed below are representative of the knowledge, skill, and/ or ability required.

- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Required personal characteristics includes: a team player, high integrity, good personal habits, regular work attendance, courteous and friendly, able to work well with diverse groups of people, and ability to gain and maintain the respect of others.

EDUCATION and/ or EXPERIENCE

- High school diploma or general education degree (GED) required
- Associates Degree or equivalent from two-year College or technical school, with emphasis on pumps, motors, and controls is preferred.
- Two years related experience and/or training.
- Or equivalent combination of training and/ or experience

LANGUAGE SKILLS

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS

- Requires a valid Arizona Driver's License
- Grade I Water Distribution Systems Operator Certification is required, or must be obtained within 2 years of employment

OTHER SKILLS AND ABILITIES

- Ability to operate specific equipment or tools.
- A thorough understanding of electrical circuitry, wiring diagrams, operations and maintenance of specific electrical controls, NEMA & I.E.C.
- Prefer ability to converse in the Tohono O'odham language

PHYSICAL DEMANDS

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.
- The employee must occasionally lift and/ or move up to 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job:
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; risk of electrical shock; and vibration.
- The noise level in the work environment is usually loud.